



# Department of Defense DIRECTIVE

NUMBER 5160.55

August 22, 1988

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USD(A)

SUBJECT: Defense Systems Management College (DSMC)

- References: (a) DoD Directive 5160.55, "Defense Systems Management College," January 5, 1977 (hereby canceled)
- (b) [DoD Directive 5000.1](#), "Major and Non-Major Defense Acquisition Programs," September 1, 1987
  - (c) DoD Directive 5010.16, "Defense Management Education and Training Program," July 28, 1972
  - (d) Public Law (P.L.) 99-500, Sections 932 and 934, "Continuing Resolution," October 18, 1986
  - (e) through (g), see enclosure E1.

## 1. REISSUANCE AND PURPOSE

This Directive:

- 1.1. Reissues and updates reference (a).
- 1.2. Establishes, authorizes, and provides guidance for the operation of a Defense Systems Management College (DSMC) with a DSMC Policy Guidance Council (PGC) (enclosure E2.) and a DSMC Board of Visitors (BOV) (enclosure E3.) in facilitating and performing the mission of the College.
- 1.3. Issues the charters for the DSMC, Policy Guidance Council, and the DSMC Board of Visitors in facilitating and conducting education and training in acquisition management.
- 1.4. Provides guidance for the expanded DSMC mission, supervision, and administration.

## 2. APPLICABILITY

This Directive applies to the Office of the Secretary of Defense (OSD), the Military Departments, the Organization of the Joint Chiefs of Staff (OJCS), the Unified and Specified Commands, and the Defense Agencies (hereafter referred to collectively as "DoD Components").

## 3. POLICY

3.1. The DSMC, founded July 1, 1971, is a joint Military Service and/or Office of the Secretary of Defense professional military institution operating under the direction of a PGC, chaired by the Under Secretary of Defense (Acquisition) (USD(A)), to support acquisition management as described in reference (b) and to assist in fulfilling education and training requirements set out in references (c) through (g).

3.2. The DSMC shall:

3.2.1. Conduct advanced courses of study in defense acquisition management as the primary function of the College.

3.2.2. Conduct research and special studies in defense acquisition management.

3.2.3. Assemble and disseminate information concerning new policies, methods, and practices in defense acquisition management.

3.2.4. As the DoD executive agent, provide oversight for the DoD education and training program for the acquisition workforce.

## 4. RESPONSIBILITIES

4.1. The mission, composition, and operation of the DSMC PGC are described in its charter (enclosure E2.).

4.2. The mission, composition, and operation of the DSMC Board of Visitors are described in its charter (enclosure E3.).

4.3. The Commandant of the Defense Systems Management College (DSMC)

shall:

4.3.1. Operate the DSMC for the professional education of selected military officers and civilian personnel in all facets of defense acquisition management.

4.3.2. Develop and propose policy recommendations to the PGC and the USD(A) and implement, as appropriate, to include evaluating the progress of the College toward accomplishing such approved policy.

4.3.3. Provide courses, seminars, workshops, and extension courses in response to specific needs of the DoD Components or in response to specific direction from the DSMC PGC.

4.3.4. Allocate student quotas for each DSMC course, considering the needs of each DoD Component, and receive nominations for each class.

4.3.5. Develop admissions policy, educational practices and standards, curricula, and other functional material necessary for the effective functioning of DSMC, in coordination with the DoD Components, as appropriate.

4.3.6. Conduct research and special studies directed toward improving the curricula and increasing the body of knowledge in defense acquisition management.

4.3.7. Disseminate current acquisition management information to the Government and the defense industry community.

4.3.8. Recommend to the USD(A) new members to the BOV (appointments shall be made by the USD(A)); appoint a Secretary to the BOV from the DSMC staff; schedule all meetings of the BOV; report recommendations of the BOV to the DSMC PGC; and obtain DSMC PGC concurrence on the actions planned to be taken on the recommendations.

4.3.9. Appoint a Provost to serve as the Chief Academic Officer and Deputy Commandant.

4.3.10. Serve as the Executive Agent for the USD(A) to:

4.3.10.1. Provide full-time oversight for DoD-mandated acquisition training and education in coordination with the appropriate DoD functional boards or advisors (see subsection 4.4., below) and the DoD Components.

4.3.10.2. Provide certification of DoD and identification of non-DoD education and training courses that meet DoD requirements for offering mandatory courses described in DoD Directive 5000.52 (reference (e)).

4.3.10.3. Eliminate unnecessary duplication in the DoD mandatory course curricula.

4.3.10.4. Develop and promote current and effective methods of acquisition management-related education and training.

4.3.10.5. Promote high quality acquisition management education and training.

4.3.10.6. Manage the annual quota allocation process related to the DoD mandatory acquisition courses under reference (e) and encourage the most cost-effective use of DoD and non-DoD training resources as directed by the USD(A).

4.3.10.7. Budget for necessary resources, except those resources for staff and faculty salaries and facility construction and modification, for all mandatory acquisition education and training.

4.3.10.8. Develop standards for demonstrating attainment of competencies as equivalent to (instead of attending) the mandatory courses.

4.3.10.9. Develop appropriate alternative education and training programs that may include non-DoD and contract activities.

4.3.10.10. Recommend to the USD(A) additions to or deletions from the mandatory courses after coordination with the appropriate functional elements.

4.3.10.11. Provide oversight, review, and guidance in course development activities to promote course quality.

4.4. The Under Secretary of Defense (Acquisition) (USD(A)), working with the Components, shall identify functional boards or advisors to consult on experience, education, and training requirements in addition to other responsibilities described in this Directive.

4.5. The Secretaries of the Military Departments and Directors of Defense Agencies shall ensure that the DoD Component schools and certified offerers develop

effective working relationships with DSMC, and provide the necessary support for the Commandant, DSMC, to accomplish oversight for the USD(A). They also shall provide the Commandant, DSMC, with the following on a continuing basis:

4.5.1. Annual requirements and 5-year projections for education to be provided by the DSMC in accordance with DoD Directive 5000.52 (reference (e)).

4.5.2. The annual quota and budget requirements and 5-year projections for each DoD mandatory acquisition course to meet the mandatory education and training requirements.

4.5.3. Information regarding the utilization and performance of graduates of the program management course for at least 5 years after graduation, or until leaving active service if it should occur earlier.

4.5.4. Entry, no-show, graduate, and other course data for the mandatory acquisition management courses. These also shall be provided to the DSMC on request.

4.5.5. Use of appropriate training and education resources to support the DoD-mandated courses under reference (e), giving resource priority to the DoD-mandated courses over other acquisition-related courses within these organizations.

4.5.6. Semiannual cost data for student and faculty travel and per diem; operations and maintenance (O&M) support costs; and curriculum development, maintenance, and revision costs for the DSMC to develop planning documents. This includes the responsibility to track and account for the temporary duty (TDY) and support funds by DSMC provided for the mandatory acquisition courses.

4.5.7. An annual report from the sponsoring schools and certified offerers on their accomplishments and recommendations.

4.6. The Secretary of the Army, or designee, shall:

4.6.1. Provide and maintain facilities essential to operate the DSMC at Fort Belvoir, VA, 22060-5426, commensurate with the importance of its mission.

4.6.2. Ensure that administrative and resource support is timely and fully adequate for accomplishing the mission assigned to the DSMC and include the DSMC's annual budget in the Department of the Army's overall budget and financial

plan and Program Objectives Memorandum (POM) submission. The USD(A) shall approve any proposed downward adjustments in the DSMC's budget, POM submission, manpower, or facilities before such are incorporated within Army-level documents.

4.6.3. Delegate field personnel authority to the Commandant, DSMC, to promote efficiency and effectiveness within the College.

4.7. The Assistant Secretary of Defense (Force Management and Personnel) (ASD(FM&P)) shall:

4.7.1. Through the Training and Performance Data Center, develop and maintain an education and training information data base to support acquisition training requirements, including those for course files, the master course schedule, and job aids.

4.7.2. Through the Defense Manpower Data Center, develop and maintain a functional and training-related data base to track the training status of acquisition personnel.

## 5. AUTHORITY

The Commandant, DSMC, is specifically delegated authority to determine, approve, and obtain the facilities, equipment, services, and material required by, and in accordance with, the policy of DSMC in subsection 3.2., above. In cases where facilities, equipment, services, and material require special authorization by Public Law, Executive order, or DoD Directive and/or Instruction, it shall be obtained in accordance with the relevant procedures.

## 6. ADMINISTRATION

6.1. The position of Commandant, DSMC, shall rotate among the Army, Navy, and Air Force. The normal tour of duty shall be 3 years. The Commandant shall report to the USD(A). Military Departments and the PGC shall nominate officers for the position of Commandant who shall be approved by the USD(A).

6.1.1. The Commandant assigned shall hold the rank of General or Flag Officer.

6.1.2. Experience in the management of a major defense system acquisition program is essential.

6.2. To provide continuity at the management level, the position of the Provost shall be a civilian Senior Executive Service (SES).

6.3. Each Military Department shall nominate one officer with the rank of Colonel and/or Captain (O-6) for tours of at least 3 years to assist the Commandant in the management of the College. Nominees shall be approved by the Commandant.

6.4. Commissioned officers and enlisted personnel from all the Military Services, augmented by civilian personnel, shall be assigned to the faculty and staff of the DSMC on a prorated basis after coordination with the Service component. The faculty staff assignees should have had experience in defense acquisition management. The tour of duty for military faculty normally shall be 3 years. All faculty and staff nominees shall be approved by the Commandant.

## 7. PROGRAMMING, BUDGETING, FINANCING, AND PERSONNEL SUPPORT

The Department of the Army shall be responsible for programming, budgeting, and financing all expenses incident to operating the DSMC and shall separately identify all such expenses in its O&M budget and financial plan submission to OSD.

7.1. The DSMC shall prepare the budget exhibits, based on DoD Component inputs, to include funds for student and faculty travel and per diem, O&M student support costs (except those normally budgeted by the DoD Components (see subsection 7.3., below)), contractor costs as well as instructor training, curriculum development, and revision costs for the mandatory courses. The DSMC program and budget plan shall be submitted to the program and budget agent.

7.2. If additional instructional resources and supporting facilities exceed that allocated for the mandatory courses, these requirements shall be forwarded by the DoD sponsoring schools and other DoD organizations to the DSMC; a detailed justification and a proposed implementation plan for them shall also be included. The DSMC shall make adjustments, when possible, in the DoD acquisition training program to eliminate the need for the additional resources. If adjustments are not practicable and additional funding is required, the request shall be forwarded to the USD(A) for decision.

7.3. The following student support costs are the responsibilities of the DoD

Components:

7.3.1. The pay allowances (including subsistence) and permanent change of station travel expenses of military personnel (permanently or temporarily assigned to assist in the management or operation of the DSMC, including instructors) shall be paid by the Military Service to which such personnel belong. The salaries and expenses, including travel of civilian personnel temporarily assigned, shall be paid by the DoD Component in which personnel are employed.

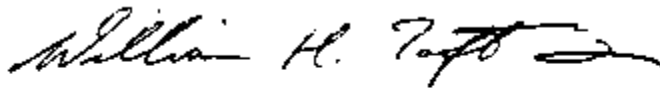
7.3.2. Pay and allowances not integral to courses of instruction of military and civilian personnel assigned as students shall be paid by the sponsoring DoD Component.

7.3.3. Other Federal Agencies and industrial concerns accepting invitational quotas on a space available basis shall be required to pay all direct costs such as travel, per diem, and subsistence. Appropriate tuition fees may be assessed to non-DoD activities at the discretion of the USD(A) with advice from the PGC.

7.3.4. Facility construction and modification costs associated with the DoD Component schools.

8. EFFECTIVE DATE AND IMPLEMENTATION

This Directive is effective immediately. Forward two copies of implementing documents to the Under Secretary of Defense (Acquisition) within 60 days.



William H. Taft, IV  
Deputy Secretary of Defense

Enclosures - 3

1. References, continued
2. The Policy Guidance Council's Charter of the Defense Systems Management College.
3. The Board of Visitors' Charter of the Defense Systems Management College.



E1. ENCLOSURE 1

REFERENCES, continued

- (e) DoD Directive 5000.52, "Defense Acquisition Education and Training Program,"  
August 22, 1988
- (f) Public Law (P.L.) 92-463, as amended, "Federal Advisory Committee Act,"  
October 6, 1972
- (g) Public Law (P.L.) 99-661, Sections 932 and 934, "FY 86 DoD Authorization Act,"  
November 14, 1986

## E2. ENCLOSURE 2

### THE POLICY GUIDANCE COUNCIL'S CHARTER OF THE DEFENSE SYSTEMS MANAGEMENT COLLEGE

#### E2.1. PURPOSE

This charter prescribes the mission, composition, and operation of the Defense Systems Management College (DSMC) Policy Guidance Council (PGC) (hereafter referred to as "the Council").

#### E2.2. MISSION

The Council shall:

E2.2.1. Establish policy and provide guidance for the DSMC.

E2.2.2. Recommend nominees to the USD(A) for the position of Commandant, DSMC.

#### E2.3. COMPOSITION

The members of the Council are the USD(A), who serves as Chairman; Vice Chairman, Joint Chiefs of Staff (JCS); Director, Defense Research and Engineering; Assistant Secretaries of Defense (Production and Logistics) (ASD(P&L)), (Comptroller) (ASD(C)), (Force Management and Personnel) (ASD(FM&P)), and (Command, Control, Communications and Intelligence) (ASD(C3I)); the Director, Program Analysis and Evaluation (PA&E); the Service Acquisition Executives (SAEs) of the Army, Navy, and Air Force; the Commanders of the Army Materiel Command, Air Force Systems Command, and Air Force Logistic Command; the Deputy Chief of Naval Operations (Logistics); a representative of Headquarters, Marine Corps; and the Director, Defense Logistics Agency (DLA). The Chairman shall appoint a Recording Secretary.

#### E2.4. OPERATION

The Chairman shall call the meetings. The Council shall meet at least once each fiscal year with the Commandant of the College to review current operations and approve the

5-year plan.

**E2.5. DURATION**

The Council shall be evaluated annually by the Chairman to determine whether the Council should be continued and, if so, whether its role and membership should be changed.

### E3. ENCLOSURE 3

#### THE BOARD OF VISITORS' CHARTER OF THE DEFENSE SYSTEMS MANAGEMENT COLLEGE

##### E3.1. OFFICIAL DESIGNATION

The Defense Systems Management College (DSMC) Board of Visitors (BOV) is a Federal Advisory Committee and shall function in accordance with the Federal Advisory Committee Act (reference (f)) and implementing regulations.

##### E3.2. OBJECTIVES AND SCOPE

E3.2.1. The DSMC BOV (hereafter referred to as "the Board") is composed of members appointed by the USD(A) upon the recommendation of the Commandant of the College. The Board advises the USD(A), through the Commandant, on organization management, curricula, methods of instruction, facilities, and other matters of interest to the College.

E3.2.2. The Board shall consist of selected members-at-large.

E3.2.2.1. Members shall be selected on the basis of their preeminence in the fields of academia, business, and the defense industry to cover the interests of the DSMC.

E3.2.2.2. Members shall serve a 2-year term, which may be extended up to 4 years by the USD(A) on the basis of a recommendation by the Commandant of the DSMC or the PGC.

E3.2.2.3. The Chairman of the Board shall be appointed by the USD(A) based on the recommendation of the Commandant, DSMC.

E3.2.2.4. The Secretary to the Board shall be appointed by the Commandant from the Commandant's staff.

##### E3.3. DURATION

The need for this advisory function is on a continuing basis. However, it is subject to renewal every 2 years.

#### E3.4. AGENCY OR OFFICIAL TO WHOM BOARD REPORTS

The DSMC BOV reports to the USD(A) through the Commandant, DSMC, and PGC.

#### E3.5. AGENCY PROVIDING SUPPORT

E3.5.1. The Commandant, DSMC, shall provide such technical or administrative assistance as is needed by the Board. In particular, the Secretary to the Board shall attend all meetings and be responsible for the proper functioning of the Board in accordance with reference (f) and implementing General Services Administration (GSA) and DoD Regulations for Federal advisory committees. The Board Secretary is responsible to the Chairman for the planning, operation, and coordination of the work of the Board and shall have specific authority to adjourn any meeting of the Board or its working groups that is not considered to be in the public interest.

E3.5.2. The DSMC shall bear the expenses of Board members, including consulting fees, travel, and subsistence.

#### E3.6. DESCRIPTION OF DUTIES

E3.6.1. The Board's mission is to advise the USD(A), through the DSMC Commandant and the PGC, on the overall mission and operations of the College, including organization, management, curricula, methods of instruction, career-related activities, research, and overall operation of the DSMC. To further this mission, the Board shall also concern itself with policy matters in the area of long-range planning. Further, it shall advise the Commandant on solutions to pressing and complex problems of policy development and principles to be followed bearing on the accomplishment of the College mission.

E3.6.2. The Board shall be responsive to requests or assignments from the USD(A) and the Commandant, DSMC.

E3.6.3. The procedures for developing the advice and findings of the Board shall be as flexible as is consistent with its defined purpose.

E3.6.4. The Chairman of the Board shall submit an annual report to the USD(A) setting forth the results of its examinations and recommendations.

**E3.7. ESTIMATED ANNUAL OPERATING COSTS**

The estimated annual operating cost of the DSMC BOV is \$10,000 plus about one-quarter work year of full-time staff support.

E3.7.1. The DSMC BOV shall meet at least once each year or at the call of the USD(A) on such dates as may be selected by the Chairman of the Board.

E3.7.2. Each meeting of the Board shall be limited to 3 days or less.